Copies to:
Directorate
ADP Central
Officers

STATINTL

c/MS

ODP # *9-215*

79-0156/3

Executive Registry

79-3113/A

Washington, D.C. 20505

8 FEB 1979

File / Dept of Comm.

cc filed:
FIPS
DCI
DDA
ADP Prof. Stds

The Honorable Juanita M. Kreps
The Secretary of Commerce
U. S. Department of Commerce
Washington, D. C.   20230

Dear Madam Secretary:

The Office of Management and Budget Memorandum to
The Heads of Executive Departments and Agencies, dated
8 January 1979 on the subject of Federal Information
Processing Standards Program stated that OMB intends to
revitalize the standards program under the leadership
of the Department of Commerce and asked that a senior
CIA management official be appointed to assist the
Secretary of Commerce in this important effort. I have
appointed my Director of Data Processing, Mr. Clifford D.
May, Jr., as the CIA senior management official and have
appointed his Chief, Management Staff, ███████████████ STATINTL
as the CIA point of contact on matters related to the
standards program. Their telephone number is ████████ STATINTL

I also would like to name Mr. ████████████████████, STATINTL
Director of Information Resources Office, DCI Resource
Management Staff as my representative for the Intelligence
Community to participate with your staffs in the standards
program. The Intelligence Information Handling Committee,
STATINTL of which ██████████ is Chairman, is expected to establish
methods and procedures for developing and maintaining data
standards to be used in the Intelligence Community, within
the framework of the Federal standards program. In addition
to individual participation by each Executive Department
and Agency, I believe it would be mutually beneficial for
STATINTL ██████████ to participate as my representative on behalf
of the entire Intelligence Community. ██████████ can be STATINTL
STATINTL reached on ██████████

Sincerely,

/s/ Frank C. Carlucci

Frank C. Carlucci

cc: Mr. Walter W. Haase
    Office of Managment
    and Budget

Ltr to Secretary of Commerce for DDCI Signature.

Distribution:
  Orig - Secretary of Commerce   1-Mr. Haase/OMB
     1 - ER
     1 - DD/DCI/RMS
     1 - DDA Chrono
     1 - DDA Subject
     1 - D/ODP
     1 - RFZ Chrono
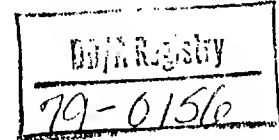
STATINTL   Originator: ████████████ se 31 January

EXECUTIVE OFFICE OF THE PRESIDENT

OFFICE OF MANAGEMENT AND BUDGET

WASHINGTON, D.C. 20503

JAN 8 1979

MEMORANDUM TO THE HEADS OF EXECUTIVE DEPARTMENTS AND AGENCIES

SUBJECT: Federal Information Processing Standards Program

The Federal Government is making increasing use of automatic data processing to manage government programs more effectively and improve the delivery of services to the public. However, there is growing evidence that these resources are not being acquired and used as efficiently as possible.

A sound Federal information processing standards program can improve efficiency and produce significant savings for the American taxpayer. For example, standards for system development, performance assurance and computer security can reduce losses attributable to improper payments or fraud and theft.

The savings expected from the existing Federal Information Processing Standards program, created in 1965, have not materialized. Standards were not developed when needed, and agencies have frequently failed to implement those standards which were developed. Therefore, we intend to revitalize this effort under the leadership of the Department of Commerce. The Department is clarifying its goals and objectives, establishing a mechanism for setting priorities, and measuring the costs and benefits of the standards.
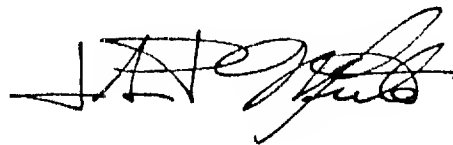
I urge you to assist the Secretary of Commerce in this important effort. You should appoint a senior management official who will be responsible for developing your agency's policies and procedures and overseeing their implementation. This official should also assist the Secretary of Commerce, as appropriate, in the following areas:

- Identifying high priority standards requirements.

- Assuring the development of effective standards.

- Evaluating the effectiveness of existing standards.

- Measuring the degree of agency compliance with Federal standards.

2

Please provide the name, title and telephone number of this official to the Secretary of Commerce and the Office of Management and Budget by January 19, 1979.

Beginning in 1979, the Secretary of Commerce will prepare an annual report on our progress. I ask each of you to take a personal interest in the success of this important effort.

John P. White
Deputy Director

ER 4 13 PM '79

JAN 11

ER 1 20 PM '79

JAN 11

o NCS Memorandum 1-69, September 24, 1969, "Administrative Control of Traffic Input to the NCS During Emergency Conditions."

This memorandum sets policy for traffic control during emergencies and defines MINIMIZE. This policy applies to all Federal Government departments and agencies who are users of the NCS.

o NCS Memorandum 1-70, February 14, 1970, "Voice Precedence for the NCS."

This memorandum defines the categories of precedence; Flash, Immediate, Priority, and Routine, and establishes the system used for all voice communications with rules for preemption. This is applicable to all departments and agencies.

o NCS Memorandum 1-72, May 24, 1972, "Record Message Precedence System for the NCS."

The memorandum establishes the Record Message Precedence System for the NCS and is applicable to all of the operating agencies. It carries the same designation as the Voice Precedence System.

J. STANDARDS

The Department of Commerce, National Bureau of Standards is responsible for the Federal Information Processing Standards Program. Under this program, NBS is responsible for developing and issuing automatic data processing standards, which encompass, among other requirements, standards relating to automatic data processing equipment, techniques, and computer languages.

The Executive Agent, National Communications System is responsible for the Federal Telecommunications Standards Program, which includes Federal standards for transmission and switching equipment and techniques, equipment and techniques pertaining to modulation conversion for transmission, and for any necessary Federal standard for manual or automatic operation procedures for the setting up, holding, and clearing of calls for data transmission.

By interagency agreement, NBS and NCS agreed to share mutual responsibility for those standards which relate to (1) the junction (interface) between terminal modem and data terminal equipment, (2) alphabets and characters used for teleprocessing purposes, (3) error detection codes and requisite signaling, and (4) certain aspects of signal coding, transmission performance, and signal margin requirements.

16

ards which are the mutual responsibility of both NBS and NCS
jointly issued in both the Federal Information Processing
ndards Series and the Federal Telecommunications Standards
ries.

1. Federal Information Processing Standards

Listed below are the Federal information processing standards
issued to date in the Federal Information Processing Standards
Publications Series published by the National Bureau of
Standards. Standards which have also been issued in the
Federal Telecommunications Standards Series are noted with an
asterisk (*).

o FIPS PUB 0: General Description of the Federal Information
   Processing Standards Register

o FIPS PUB 1: Code for Information Interchange

o FIBS PUB 2: Perforated Tape Code for Information Interchange

o FIPS PUB 3-1: Recorded Magnetic Tape for Information
   Interchange

o FIPS PUB 4: Calendar Date

o FIPS PUB 5-1: States and Outlying Areas of the United States

o FIPS PUB 6-2: Counties and County Equivalents of the States
   of the United States

o FIPS PUB 7: Implementation of the Code for Information
   Interchange and Related Media Standards

o FIPS PUB 8-4: Standard Metropolitan Statistical Areas

o FIPS PUB 9: Congressional Districts of the United States

o FIPS PUB 10-1: Countries, Dependencies, and Areas of Special
   Sovereignty

o FIPS PUB 11: Vocabulary for Information Processing

o FIPS PUB 12-2: Federal Information Processing Standards
   Index

o FIPS PUB 13: Rectangular Holes in Twelve-Row Punched Cards

o FIPS PUB 14: Hollerith Punched Card Code

o FIPS PUB 15: Subsets of the Standard Code of Information
   Interchange

FIPS PUB 16:   Bit Sequencing of Code for Information
Interchange in Serial-by-Bit Data Transmission

* FIPS PUB 17:   Character Structure and Character Parity for
Serial-by-Bit Data Communication in the Code for Information
Interchange

* FIPS PUB 18:   Character Structure and Character Parity Sense
for Parallel-by-Bit Data Communications in the Code for
Information Interchange

o FIPS PUB 19:   Guidelines for Registering Data Codes

o FIPS PUB 20:   Guidelines for Describing Information
Interchange Formats

o FIPS PUB 21:   Common Business Oriented Language--COBOL

* FIPS PUB 22:   Synchronous Signaling Rates Between Data
Terminal and Data Communications Equipment

o FIPS PUB 23:   Objectives and Requirements of the Federal
Information Processing Standards Program

o FIPS PUB 24:   Flowcharting Symbols and Their Usage in
Information Processing

o FIPS PUB 25:   Recorded Magnetic Tape for Information
Interchange (1600 BPI, Phases Encoded)

o FIPS PUB 26:   One-inch Perforated Paper Tape for Information
Interchange

o FIPS PUB 27:   Take-up Reels for One-Inch Perforated Tape for
Information Interchange

o FIPS PUB 28:   Standardization of Data Elements and
Representatives

o FIPS PUB 29:   Interpretation Procedures for Federal Standard
COBOL

o FIPS PUB 30:   Software Summary for Describing Computer
Programs and Automated Data Systems

o FIPS PUB 31:   Guidelines for Automatic Data Processing
Physical Security and Risk Management

o FIPS PUB 32:   Optical Character Recognition Character Sets

o FIPS PUB 33:   Character Set for Hand Printing

18

FIPS PUB 34: Guide for Use of International System of Units (SI) in Federal Information Processing Standards Publications

o FIPS PUB 35: Code Extension Techniques in Seven or Eight Bits

o FIPS PUB 36: Graphic Representation of Control Character for ASCII (FIPS 1)

* FIPS PUB 37: Synchronous High Speed Data Signaling Rates Between Data Terminal Equipment and Data Communications Equipment

o FIPS PUB 38: Guidelines for Documentation of Computer Programs and Automated Data Systems

o FIPS PUB 39: Glossary for Computer Systems Security

o FIPS PUB 40: Guidelines for Optical Character Recognition Forms

o FIPS PUB 41: Computer Security Guidelines for Implementing the Privacy Act of 1974

o FIPS PUB 42: Guidelines for Benchmarking ADP Systems in Competitive Procurement Environment

o FIPS PUB 43: AIDS for COBOL Program Conversion (FIPS PUB 21 to FIPS PUB 21-1)

o FIPS PUB 44: COBOL Coding Form

o FIPS PUB 45: Guide for the Development, Implementation, and Maintenance of Standards for the Representation of Computer Processed Data Elements

o FIPS PUB 46: Data Encryption Standard

o FIPS PUB 47: Federal Standard COBOL Pocket Guide

o FIPS PUB 48: Guideline on Evaluation of Techniques for Automated Personnel Identification

o FIPS PUB 49: Guideline on Computer Performance Management: An Introduction

o FIPS PUB 50: Recorded Magnetic Tape for Information Interchange, 6250 cpi (246 cpmm) Group Coded Recording

19

FIPS PUB 51: Magnetic Tape Cassettes for Information Interchange (3.810 mm [0.150 in] Tape at 32 bpmm [800 bpi], PE)

o FIPS PUB 52: Recorded Magnetic Tape Cartridge for Information Interchange, 4 Track, 6.30 mm (0.125 in) 63 bpmm [1600 bpi] Phase Encoded

o FIPS PUB 53: Transmittal Form for Describing Computer Magnetic Tape File Properties

o FIPS PUB 54: Computer Output Microform Format and Reduction Ratios

o FIPS PUB 55: Guideline for Codes for Named Populated Places and Related Entities of the States of the United States

o FIPS PUB 56: Guidelines for Managing Multi-Vendor Plug Compatible ADP Systems

o FIPS PUB 57: Guideline for the Measurement of Interactive Computer Service Response Time and Turnaround Time

o FIPS PUB 58: Representations of local Time of Day for Information Interchange

o FIPS PUB 59: Representations of Universal Time, Local Time Differentials, and United States Time Zone References for Information Interchange

2. Federal Telecommunications Standards

Listed below are those Federal telecommunications standards issued to date in the Federal Telecommunications Standards Series published by the NCS. Standards which have also been issued in the Federal Information Processing Standards Series are noted with an asterisk (*).

* FED STD 1001: High Speed Synchronous Signaling Rates Between Data Terminal Equipment and Data Circuit Terminating Equipment

o FED STD 1002: Time and Frequency Reference Information

o FED STD 1005: 2400 BPS Modems

o FED STD 1006: 4800 BPS Modems

* FED STD 1010: Bit Sequencing of Code for Information Interchange in Serial-By-Bit Data Transmission

20